



Governor's Office of Storm Recovery

ANDREW M. CUOMO
Governor

LISA BOVA-HIATT
Executive Director

Governor's Office of Storm Recovery (GOSR)

Job Title: Internal Auditor
Department: Internal Audit
Location: New York City

Organization Summary

Established in June 2013 following the occurrence of Hurricane Irene, Tropical Storm Lee, and Superstorm Sandy, the Governor's Office of Storm Recovery (GOSR) centralizes recovery and rebuilding efforts in impacted areas of New York State. GOSR aims to address communities' most urgent needs, while encouraging the identification of innovative and enduring solutions to strengthen the State's infrastructure and critical systems. Operating under the umbrella of New York Rising, GOSR utilizes approximately \$4.4 billion in flexible funding made available by the U.S. Department of Housing & Urban Development (HUD) Community Development Block Grant Disaster Recovery (CDBG-DR) program to concentrate aid to four main areas—Housing Recovery, Small Business, Community Reconstruction and Infrastructure.

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Position Summary

The mission of the Governor's Office of Storm Recovery (GOSR) is to administer the granting of funds disbursed by the U.S. Department of Housing and Urban Development (HUD) in accordance with the Disaster Relief Appropriations Act, 2013 (Public Law 113-2, approved January 29, 2013) through Community Development Block Grant-Disaster Recovery (CDBG-DR) grants.

The GOSR Internal Audit Department (IAD) assists GOSR in accomplishing its objectives by bringing a systematic and disciplined approach to evaluate and improve the effectiveness of the organization's governance, risk management and internal controls. The IAD also has a role in detecting fraud, waste and abuse for the State of New York's administration of its CDBG-DR funding allocations.

The Internal Audit Unit at GOSR is responsible for planning and execution of financial, operational, and compliance audits and special projects. Audits and special projects will typically evaluate the adequacy and effectiveness of the system of internal controls over:

- Federally-funded program and administrative operations
- Internal and external reporting of GOSR operations.
- Compliance with GOSR policy and procedures and federal and state regulations.

Responsibilities include but are not limited to:

The internal auditor will report to the Director of Internal Audit and will have the following responsibilities:

- Plan and execute operational, compliance, and financial audits and special projects.
- Perform risk assessments of program, administrative, and information systems operations and related reporting with consideration of unmitigated risks.
- Compare and contrast procedures in practice to GOSR policies and procedures, federal and state regulations, financial accounting standards, and generally expected internal controls/good business practice.
- Perform analytical procedures on operational and reporting data.
- Report audit findings and recommend cost-effective solutions to address unmitigated risks of program and

administrative operations; internal and external reporting; compliance with regulations, and to contribute to improvements in overall business practice.

- Foster a strong relationship with GOSR management and staff.

Qualifications

- Four-year degree from an accredited College or University is required with a preference for a concentration in accounting, business, or related discipline.
- Prior Internal Audit experience is preferred.
- Excellent interpersonal, oral and written communication skills with the ability to comfortably communicate to all levels of management.
- Keen attention to detail.
- Knowledge of accounting and auditing principles/standards. ☑ A high degree of proficiency with Microsoft Office applications (Excel, Word, Outlook, and PowerPoint).

If interested:

All candidates must submit a resume to gosrhrinfo@stormrecovery.ny.gov. Please include the name of the position that you are applying for in the subject line. We cannot interpret omissions or vagueness in your favor. You are responsible for an accurate and clear description of your training, work experience, and how you meet the qualifications of the position you are applying for. Please set forth all relevant employment history, including the name of each employer, dates of employment and titles held. Be sure to describe the nature of the work that you personally performed for each position held. If you had supervisory responsibilities, state how many people you supervised and the nature of such supervision.

The Governor's Office of Storm Recovery is an Equal Employment Opportunity employer committed to excellence and diversity. All qualified candidates are encouraged to apply.